

**GROUP ENTERTAINMENT & SHARED EXPENSE REPORT** *Schedule B*

(attach this sheet to the WV Lobbyist Activity Report)

**Instructions:** *Group Entertainment* functions include only the functions which fall within the following groups. Report expenditures for a dinner party, reception or other similar function if you invited ALL members of any of these four specific groups. Individual names of attendees do not need to be listed for these four specific groups.

- |   |                                     |
|---|-------------------------------------|
| 1. the Legislature                                | 3. either house of the Legislature  |
| 2. a standing or select committee of either house | 4. a joint committee of both houses |

Lobbying expenses for entertainment of OTHER group events are normally reported in the "Meals & Beverages" category on the Lobbyist Activity Report. Names of attendees must be listed.

Use the worksheet below to figure the amount spent on legislators and other government officials and employees for each "event". Enter this amount on the attached Lobbyist Activity Report in the appropriate category.

Each group event should be listed separately. Add additional copies of *Schedule B* as necessary. Total expenditures for each group event are to be recorded below. You must then calculate and post on the Lobbyist Activity Report only the amount actually spent on public officials. If you are sharing expenses with another reporting lobbyist or organization, report only your share of the expenses and indicate the co-sponsors in SECTION C of the worksheet detail below.

**SECTION A: EVENT INFORMATION:**

- Date of event: \_\_\_\_\_ Location: \_\_\_\_\_
  - Type of event (reception, dinner, etc.): \_\_\_\_\_
  - Event sponsor: \_\_\_\_\_ (Note: If you shared the sponsorship and expenses with others, you must also complete Section C below.)
  - Which of the following governmental groups were invited? All members of:
 

_____ a. the Legislature	_____ c. a standing or select committee of either house
_____ b. either house of the Legislature	_____ d. a joint committee of both houses
- OR**
- OTHER: If not one of the four specific groups listed above, you must list the names of all public employees or public officials in attendance here or on an attachment to this form. List attendees here: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SECTION B: CALCULATE REPORTABLE EXPENSES:** Note: Some calculations must be performed manually

$$1. \frac{\text{_____}}{\text{(total cost of event) (total attendance)}} = \$ \frac{\text{_____}}{\text{(per capita cost)}}$$

$$2. \text{Number of government officials or employees in attendance: } \frac{\text{_____}}{\text{(government attendees)}} \times \frac{\text{_____}}{\text{(per capita cost)}} \text{ equals } =$$

\$

**Box 1**

If you were the sole sponsor of this Group Entertainment event, report the amount in Box 1 in Group Entertainment on the Lobbyist Activity Report. If you shared expenses with others, complete section C and report only your portion of the cost as calculated in Box 2 below.

**SECTION C : SHARED SPONSORSHIP EXPENSES**

- Were any other Lobbyists co-sponsors of this event? \_\_\_\_\_ (Yes or No)
- If yes, with how many others are you sharing the cost? \_\_\_\_\_ List the names of all sponsors below:

\$

- What is your share of Box 1 above? Record that amount in Box 2 and on the Lobbyist Report in the Group Entertainment section.

**Box 2**